2017 Planning Commission Annual Report



Prepared by the Planning Division, Planning and Growth Management Department
CHARLES COUNTY GOVERNMENT 200 Baltimore St., La Plata, MD 20646
September 2018

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Purpose of Report

State law requires the Planning Commission to prepare and file an annual report with the County Commissioners¹. The report is available for public inspection and a copy of the report is provided to the Secretary of Planning for the State of Maryland. The criteria for the content of the report are specified as follows:

"The annual report shall (a) index and locate on a map all changes in development patterns including land use, transportation, community facilities patterns, zoning map amendments, and subdivision plats which have occurred during the period covered by the report, and shall state whether these changes are or are not consistent with each other, with the recommendations of the last annual report, with adopted plans of adjoining jurisdictions, and with the adopted plans of all state and local jurisdictions that have the responsibility for financing and constructing public improvements necessary to implement the jurisdiction's plan; (b) contain statements and recommendations for improving the planning and development process within the jurisdiction."

The Annual Report for 2017 has been designed to comply with Smart Growth Goals, Measures, and Indicators and Implementation of Planning Visions enumerated in the Land Use Article of the Annotated Code of Maryland². The Annual Report is not intended to provide a comprehensive account of the activities of the Planning Division. Further, it should be noted that this Annual Report does not include data from the Towns of La Plata and Indian Head as these jurisdictions are also required to submit individual Annual Reports to the Maryland Department of Planning.

In compliance with the above-stated provision of the Land Use Article, this Annual Report was adopted by the Charles County Planning Commission on November 19, 2018 and forwarded to the Charles County Commissioners on November 26, 2018.

Sources of Additional Information

Detailed information on other endeavors, projects, operations and/or the status of submittals is available directly through the following sources:

Planning and Growth Management: (301) 645-0692 or (301) 645-0627

County Attorney's Office: (301) 645-0555 Transit: (301) 645-0642

Charles County Government Web Site: <www.CharlesCountyMD.gov>

¹ Annotated Code of Maryland, Land Use Article, §1-207, §1-208

² Annotated Code of Maryland, Natural Resources Article §8-1808

Introduction

This Annual Report provides an opportunity for the Charles County Planning Commission to review development approvals for calendar year 2017. Actual development can then be compared to the overall vision for future development as articulated in the 2016 Comprehensive Plan. The general "theme" of the Plan is that the County should continue to grow with a Smart Growth philosophy: balancing growth with strong environmental protection measures by conserving resources within the framework and guidance of the Plan. This Comprehensive Plan makes significant changes from the previous plans by reducing the Development District from 52,200 acres to 22,189 acres (a reduction of 30,011 acres), concentrating growth, protecting our natural resources, promoting historic village revitalization efforts, and supporting light rail transit for long term development. Previous Planning Commission Annual Reports have measured development inside and outside of the Development District. However, beginning in 2016, Annual Reports will focus on the Priority Funding Area (PFA) since the modified Development District now matches the PFA in the northern part of Charles County. Additionally, the County is committed to having 50 percent of its overall acreage in open space.

Planning Commission Functions and Membership

The Planning Commission consists of seven members who are appointed by the County Commissioners. Members serve four-year terms, which are staggered. A chairperson is appointed annually by the Commissioners. The purpose and functions of the Charles County Planning Commission are stated in the Land Use Article, Charles County Code of Public Laws, and the Charles County Zoning Ordinance. Functions include:

- Prepare and recommend a comprehensive plan for development of the jurisdiction, including among other things, land use, water and sewerage facilities, and transportation;
- Review and approve the subdivision of land of the jurisdiction;
- Reserve transportation facility rights-of-way;
- Review and approve adequate public facilities studies and mitigation measures;
- Approve and periodically amend the Site Design and Architectural Guidelines:
- Review and provide recommendations on rezoning requests for base zones, overlay zones, and floating zones;
- Review and make recommendations for amendments to the Zoning Ordinance and the Subdivision Regulations; and
- Adopt rules and regulations governing its procedure and operation consistent with the provisions of the Zoning Ordinance.

During CY2017, the Charles County Planning Commission conducted seventeen (17) regularly scheduled meetings.

Planning Commission Members

Angela Sherard, Chairman Gilbert (Buddy) Bowling, Jr., Vice Chairman Rosemin Daya Wayne Magoon Vicki Marckel Nancy Schertler Rick Viohl

Growth Related Changes in 2017

This section provides an in-depth look at development that has occurred during calendar year 2017. A map is attached in the Appendix that demonstrates the growth-related changes including preliminary subdivision plans, final plats, site development plans, building permits, and zoning map changes.

Preliminary Subdivision Plan Approvals

A preliminary subdivision plan is the initial plan of subdivision consisting of drawings and supplementary materials that indicate the proposed layout of a subdivision. Approval of a preliminary subdivision plan establishes general consistency with the Charles County Comprehensive Plan, and compliance with the requirements of the Zoning Ordinance and Subdivision Regulations that are known to be applicable during the preliminary review stages. Lots proposed within a preliminary subdivision plan may be for future residential, commercial, or industrial purposes. Preliminary subdivision plans are approved by the Planning Commission.

Preliminary subdivision plans are required in Charles County for all major subdivisions. A subdivision project is considered to be a major subdivision when the proposed subdivision will result in the creation of more than five (5) lots from a parcel that was in existence on June 15, 1976, or when more than seven (7) lots are proposed from a parcel, residue or remainder in existence on December 31, 2012; provided that any lot resulting from a recorded deed or subdivision plat prior to December 31, 2012, cannot be considered a parcel for purposes of Section 17 of the Charles County Subdivision Regulations.

Figure 1, below, provides a list of the preliminary subdivision plans that were approved in 2017. Figure 2, on the next page, provides a breakdown of preliminary plan housing types.

Figure 1: 2017 Approved Preliminary Subdivision Plans

Subdivision Name	Total Number of New Lots	Acreage	Inside PFA	Inside PUD
South Hampton	21011000	g-	39 lots /	
Square	39^{3}	4	4 acres	0
Town Center South,			9 units /	9 units /
Revision #1	9 units ⁴	0	0 acres	0 acres
			73 lots /	
Sunstone Grove	73	18	18 acres	0
			332 lots /	332 lots /
Stonehaven	332	168	168 acres	168 acres
			453 lots (100%)/	341 lots (76%)/
Total	453	190	190 acres	168 acres

³ Includes 2 commercial lots.

⁴ Commercial space was changed to apartments.

Figure 2: 2017 Preliminary Subdivision Plan Residential Housing Types

Total
192
250
9
0
451

Figure 3 below calculates the net density of residential preliminary subdivision plans. For residential uses, net density is calculated by dividing the total area of residential lots by the number of residential lots.

Figure 3: Net Density of 2017 Residential Preliminary Subdivision Plans

	Total Area of	Total Number	Average
	Residential Units/Lots	of Residential Lots	Lot Size
Countywide	43 acres	451	0.10 acres
Inside PFA	43 acres	451	0.10 acres
Outside PFA	0	0	0

Final Plat Approvals

A final subdivision plat establishes the official division of land that is approved by the Planning and Growth Management Department and recorded in the Land Records of Charles County. Final subdivision plats are approved and signed by the Planning Director. Final subdivision plats are prepared for both major and minor subdivisions. As defined in §278-17 of the Charles County Subdivision Regulations, a minor subdivision is a subdivision of land, which does not involve any of the following:

- The creation of more than five (5) lots from a parcel that was in existence on June 15, 1976, or more than seven (7) lots are proposed from a parcel, residue or remainder in existence on December 31, 2012; provided that any lot resulting from a recorded deed or subdivision plat prior to December 31, 2012, cannot be considered a parcel for purposes of Section 17 of the Charles County Subdivision Regulations.
- The extension of a public water or sewer system proposed as a part of a private development.
- The installation of off-site drainage improvements through one or more lots to serve one or more other lots proposed as a part of a private development.

Figure 4 on the following page shows the distribution of final plat types that were recorded in 2017. The majority of final plats that were processed were minor plats that did not record any lots. These include lot line adjustments, boundary surveys, forest conservation easement plats, etc.

Figure 4: 2017 Final Plat Types

Final Plat Type	No. of Plats
Minor Plats (No New Lots)	26
Residential - Minor Plats	14
Residential - Major Plats	14
Commercial	0
Industrial	0
Total	54

Figure 5 below provides a list of approved final plat lots. Further, Figure 6 below provides the net density of the residential final plats approved in 2017.

Figure 5: 2017 Approved Final Plat Lots

Final Plat Type	No. of New Lots	Plat Area	Inside PFA	Outside PFA	Inside PUD
Residential			3 lots,	23 lots,	
Minor Plats	26	255 acres	1 acre	255 acres	0
Residential			289 lots,	167 lots,	114 lots,
Major Plats	456	363 acres	217acres	146 acres	47 acres
Commercial	0	0	0	0	0
Industrial	0	0	0	0	0
Total	482	619 acres	292 lots, 218 acres	190 lots, 401 acres	114 lots, 47 acres

Figure 6: Net Density of 2017 Residential Final Plats

	Total Area of Residential Units/Lots	Total Number of Residential Lots	Average Lot Size
Countywide	231 acres	482	0.48 acres
Inside PFA	43 acres	318	0.14 acres
Outside PFA	188 acres	164	1.15

Site Development Plan Approvals

Site development plans are required for all commercial, multi-family residential, and telecommunication structures. There are two (2) types of site development plans: major and minor. A development application proposing more than 1,200 square feet of building area would be classified as a major, and anything below 1,200 square feet would be classified as a minor. Site development plans are reviewed in house and are signed by the Planning Director. Site development plans for projects located within the St. Charles Planned Unit Development (PUD) zone are required to obtain final approval by the Planning Commission. Additionally, any site development plans that require an Adequate Public Facilities (APF) study to be performed are required to obtain final approval by the Planning Commission.

The following table, Figure 7, provides a breakdown of site plan development in 2017. Figure 8 below provides the net density of commercial site plans approved in 2017.

Figure 7: 2017 Site Plan Development

	Building Square				
Type of Use	Footage	Acreage	Inside PFA	Outside PFA	Inside PUD
			423,641 sq. ft./	0 sq. ft /	273,600 sq. ft./
Residential	423,641	558	558 acres	0 acres	430 acres
Commercial/			101,208 sq. ft./	6,528 sq. ft./	33,019 sq. ft./
Retail	107,736	63	30 acres	33 acres	9 acres
Institutional/					
Church/School/			206,080 sq. ft./	1,230 sq. ft./	0 sq. ft./
Public Use	207,310	40	21 acres	19 acres	2 acres
Public Utilities					
(including			394 sq. ft./	7,110 sq. ft./	394 sq. ft./
cell towers)	7,504	610	197 acres	413 acres	119 acres
			731,323 sq. ft./	14,868 sq. ft./	307,013 sq. ft./
Total	746,191	1,271	806 acres	465 acres	560 acres

Figure 8: Net Density of 2017 Commercial Site Plans

	Total Area of Commercial Building Area	Total Area of Commercial Lots	Floor Area Ratio (FAR)
Countywide	107,736 sq. ft.	2,744,280 sq. ft. (63 acres)	0.04 FAR
Inside PFA	101,208 sq. ft.	1,306,800 sq. ft. (30 acres)	0.08 FAR
Outside PFA	6,528 sq. ft.	1,438,280 sq. ft. (33 acres)	0.005 FAR

Building Permits

In 2017, there were 666 residential building permits (666 new units) and twelve (12) commercial building permits (12 new units) issued in Charles County. Building permits are issued for a variety of building related activities in Charles County including accessory structures, alterations, additions, pools, signs, etc. However, only new residential or new commercial structures are counted for the purposes of the Annual Report. Figure 9 below provides a breakdown of new residential building permits. Similarly, Figure 10 provides the breakdown of new commercial building permits.

Figure 9: 2017 Residential Building Permits

Building Permit Type	Total Number of New Units	Inside PFA	Outside PFA	Inside PUD
Single Family	479	246	233	131
Town House	187	187	0	110
Apartment	0	0	0	0
Duplex, Triplex, Quadriplex	0	0	0	0
Total	666	433	233	241

Figure 10: 2017 Commercial Building Permits

Building Permit Type	Total Number of New Units	Inside PFA	Outside PFA	Inside PUD
New Commercial	12	7	5	3

Other Commercial Building Permit Types:

Commercial Addition: 10 Commercial Alteration: 98 Miscellaneous Commercial: 63

Green Card⁵: 100

⁵A 'Green Card' permit is issued to establish a Use and Occupancy for a commercial space when no construction to the space is proposed. Utilized at the change of ownership or change of tenant, this permit allows for a safety inspection of the proposed space prior to use.

Use and Occupancy Permits

In 2017, there were 727 residential Use and Occupancy (U&O) permits (1,071 units) and 39 commercial U&Os issued (39 units) in Charles County. Figure 11 below provides a breakdown of new residential U&O permits. Similarly, Figure 12 below provides the breakdown of new commercial U&O Permits.

Figure 11: 2017 Residential Use and Occupancy (U&O) Permit Units

U&O Permit Type	Total Number of New U&Os (in units)	Inside PFA	Outside PFA	Inside PUD
Single Family	490	246	233	131
Town House	213	213	0	138
Apartment	360	360	0	0
Duplex, Triplex, Quadriplex	8	8	0	0
Total	1,071	827	233	269

Figure 12: 2017 Commercial Use and Occupancy (U&O) Permit Units

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	Total Number of New U&Os			
U&O Permit Type	(in units)	Inside PFA	Outside PFA	Inside PUD
New Commercial	39	37	2	17

Other Commercial Use and Occupancy Permit Types:

Commercial Addition: 8 Commercial Alteration: 65 Miscellaneous Commercial: 61

Green Card: 92

Zoning Map Amendments

The following Zoning Map Amendments (ZMAs) were enacted in 2017:

Amendment No.	Description	Effective Date
ZMA #16-54	The purpose of this amendment was to implement the	07/21/2017
Watershed	direction of the Comprehensive Plan, which resulted in a	
Conservation	change to eleven different zoning districts in this area and	
District (WCD)	zoned them Watershed Conservation District as consistent	
	with the new WCD Zoning Text Amendment.	
ZMA #17-55	The purpose of this amendment was to create new zoning in	01/12/2018
Hughesville	Hughesville to promote a traditional, walkable pattern of	
Village	development in the village, as envisioned by the 2007	
	Hughesville Village Revitalization Plan. Four new zoning	
	districts were included: Hughesville Village Core (HVC) and	
	Hughesville Village Gateway (HVG), which are both mixed	
	use districts; Hughesville Village Employment (HVE), and	
	Hughesville Village Residential (HVR). The new zoning will	
	enable the transformation of Old Leonardtown Road into a	
	pedestrian-friendly main street, facilitate redevelopment of	
	existing properties, allow for support of residential uses, and	
	promote employment for the village and surrounding area.	

Zoning Text Amendments

The following Zoning Text Amendments (ZTAs) were enacted in 2017:

Amendment No.	Summary	Effective Date
ZTA #16-142 Watershed Conservation District	The purpose of this text amendment is to incorporate new regulations and create a new Watershed Conservation District (WCD) Zoning category within the Zoning Ordinance. This replaced the district known as the Rural Conservation-Deferred Zoning District (RC(D)), which was removed from the Zoning Ordinance. The new Watershed Conservation District implements the direction and intent of the Charles County Comprehensive Plan.	07/21/2017
ZTA #17-145 Hughesville Village	The purpose of this amendment was to create new zoning in Hughesville to promote a traditional, walkable pattern of development in the village, as envisioned by the 2007 Hughesville Village Revitalization Plan. Four new zoning districts were included: Hughesville Village Core (HVC) and Hughesville Village Gateway (HVG), which are both mixed use districts; Hughesville Village Employment (HVE), and Hughesville Village Residential (HVR). The new zoning will enable the transformation of Old Leonardtown Road into a pedestrian-friendly main street, facilitate redevelopment of existing properties, allow for support of residential uses, and promote employment for the village and surrounding area.	01/12/2018

Comprehensive Plan Amendments and Planned Development Zone Amendments

There were no Comprehensive Plan Amendments in 2017. However, the following Planned Development Zone Amendments were approved in 2017.

		Effective
Amendment No.	Summary	Date
PDZA #01-10	The purpose of this amendment was to change the dwelling unit mix	10/17/17
Scotland	from 200 single-family detached units and 250 townhouses (total of	
Heights,	450 Units) to 172 single-family detached units and 277 townhouses	
Revision #1	(total of 449 units) and to replace a portion of an 8' wide hiker-biker	
	facility, previously proposed through the development from the	
	Berry Rd. frontage with a 5' and 4' sidewalk.	
PDZA #00-07	At their November 27 th , 2017 meeting, the Planning Commission	11/27/2017
Waldorf Station	voted to extend the current General Development Plan approval for	
	three (3) years, from December 17, 2017 to December 17, 2020,	
	subject to the previous conditions of the General Development	
	Plan's approval.	

Amendments to Ordinances and/or Regulations

The following Subdivision Regulation Amendment (SRA) was enacted in 2017.

		Effective
Amendment No.	Summary	Date
SRA #16-01	Subdivision regulation amendment (SRA) 16-01 added the process	08/25/2017
Conceptual	for conceptual subdivision plans. The purpose was to incorporate	
Subdivision	new regulations to require conceptual subdivision plans and to	
Plan Process	allow for public comment on such plans prior to reviewing more	
	detailed preliminary subdivision plans. The amendment also	
	established new review processes and notification requirements for	
	applicants applying for major subdivisions of land.	

Comprehensive Plan Updates

There were no major updates to the Comprehensive Plan in 2017.

Consistency Analysis

All changes in development patterns in 2017, including infrastructure improvements, were found to be consistent with the 2016 Comprehensive Plan, the Charles County Zoning Ordinance, as well as with all adopted plans of the state and adjoining jurisdictions.

Process Improvements

Reorganizational changes to the Charles County Department of Planning and Growth Management were implemented, effective March 31st, 2018. The new Department structure has three divisions under Administration: Transit; Planning; and Codes, Permits, and Inspection Services. No changes were made to the internal structure of Transit, but the other two Divisions have gone through significant changes. One of the major aspects of this reorganization was the combination of the Resource Infrastructure and Management Division with the Planning Division. Jason Groth is the Planning Director overseeing the new Planning Division, which will contain four program focus areas: Engineering; Current Planning; Zoning; and Long Range and Preservation Planning.

Starting in October 2018, Planning and Growth Management will transition over to EnerGov, a new permitting software solution. This new permitting system will be used to provide a better experience for both citizens and staff by providing electronic review, submittal, fee payment and inspection requests for permits and plans. Communication between staff and applicants will be more efficient through the ability to provide marked up plans and standardized review letters for comments and approvals. Citizens will have access to their own portal where they can check the status of their plans, see any sub records, pay their fees, request inspections, apply for new applications and resubmit any documents or drawings. To create an easier review process and reduce paper waste, staff will have access to all previous and new submittals electronically for review and comment. It is intended that the implementation of this new system will allow Planning and Growth Management to create a more streamlined review process and better customer service experience for citizens.

Development Capacity Analysis

A development capacity analysis was conducted as part of the 2016 Comprehensive Plan update, which was adopted in July of 2016. The Land Use Market Supply and Demand Analysis can be found in the Appendix of the 2016 Comprehensive Plan.

Development Capacity Analyses are required every three years. Charles County had a significant change in zoning in 2017, with the adoption of the Watershed Conservation District Zone. Therefore, the Planning Division will begin working on the next Development Capacity Analysis for 2019.

Land Preservation

Land preservation programs continue to be very active in Charles County with growing landowner interest in preserving their farm and forest properties. The amount of land protected in calendar year 2017 reflects this trend, with a net increase of 1,198 acres.

The Maryland Agricultural Land Preservation Foundation (MALPF) and the Rural Legacy Program contributed 942 acres of this total. These two programs rely heavily on a strong partnership with the County Government and staff and local matching fund contributions. The County's Transfer of Development Rights (TDR) Program and Forest Conservation Act requirements contributed 180 acres of protected land in 2017.

Figure 13 below provides a detailed breakdown of protected lands in Charles County from all sources.

Figure 13: Protected Lands in Charles County through December 2017 (in acres)

	Type of Protection	Protected through 2016	2017 Data	Protected Through 2017
Regulatory	Resource Protection Zone (RPZ)	28,209	-57	28,1526
	Forest Conservation Easements	9,162	84	9,246
	Stream Buffers in the Critical Area/Critical Area Buffer outside of the RPZ (IDZ and LDZ)	612		612
Federal	Federal Properties	1,600		1,600
State	State Owned Resource Land	21,142	2	21,144
	State and Federal Owned Easements	3,657		3,657
	Maryland Agricultural Land Preservation Foundation Easements (MALPF)	7,869	719	8,588
	Maryland Historical Trust (MHT)	247		247
	Maryland Environmental Trust (MET)	5,488		5,488
State/Local	Rural Legacy Easement Properties	4,154	223	4,377
	Transfer of Development Rights Program	5,537	96	5,633
	County and Town Parks	3,259	131	3,390
Other	The Nature Conservancy (TNC)	2,610		2,610
	Conservancy for Charles County (CCC)	134		134
	Joint MET & CCC Properties	1,472		1,472
Total Acres I	Protected	95,152	1,198	96,350
Total Acres of	Projected Open Space from Preliminary Plans for 2017		80	

⁶ Decrease in RPZ accounts for acreage moved to other permanently protected categories.

Local Land Use Goal & Comprehensive Plan Goals

Local Land Use Goal:

With the recent adoption of the 2016 Comprehensive Plan, several significant changes were made, including downzoning measures to protect the County's natural resources, and increasing the size of Priority Preservation Areas (PPA). It is anticipated that the growth rate will be slower and will approach 1 percent or less rate of growth in the near future. One of the land use goals of the 2016 Comprehensive Plan, which was retained from the 2006 Comprehensive Plan, is to direct 75 percent of future residential growth to the sewer service areas and to the Towns of Indian Head and La Plata. Further, the 2016 Comprehensive Plan also retained the goal of protecting 50 percent of the county's land area as open space.

Charles County established a Priority Preservation Area through the Agricultural Stewardship Act of 2006 with a goal of preserving 80 percent of the remaining undeveloped lands within the PPA for agricultural and forestry uses. The PPA contains 134,168 acres and includes three major rural parts of the county: the Cobb Neck Area, the Nanjemoy Peninsula, and much of the Mattawoman Creek Watershed. The adoption of the Tier Map in 2014, designated the PPA as Tier IV, which enabled the County to stabilize the land base in this area by limiting subdivisions on septic systems within the PPA to minor subdivisions.

Timeframe for achieving the goal:

The 2016 Comprehensive Plan is a ten-year planning guidance document. A Work Program is being developed and refined to prioritize implementation goals and set realistic timeframes to achieve changes to policies and regulations.

Resources necessary:

Resource needs are reviewed on an annual basis as a part of the County budget process.

Charles County Open Space Goal Acreage Analysis

Charles County has an open space preservation goal of 50 percent. Figure 14 below provides a summary of the County's preservation efforts through 2017 to meet this open space goal.

Figure 14: Open Space Goal Acreage Analysis

Category	Acres	Comments
Total County land area	294,404	
50% overall open space protection goal	147,202	294,404/2
Protected through December 2017	96,350	65% of goal, 32% of
		County total Land area
Additional needed to meet goal	50.852	

Adequate Public Facilities Ordinance Restrictions

Charles County adopted an Adequate Public Facilities Ordinance (APFO) in 1992, which has been amended as needed since that time. Primarily, the APFO governs the approval of development based on the status of public infrastructure, which includes water supply, rural fire suppression resources, roadways, and schools. Through the APFO and related subdivision regulations, the County requires commercial and residential developments to provide necessary improvements to infrastructure (specifically roads and fire suppression water supplies) when the impact of the development is shown to degrade the level of service of the surrounding infrastructure. For schools, a residential development project must be granted an allocation of school capacity for each proposed lot or dwelling unit in order to receive approval of a record plat of subdivision.

The Charles County Commissioners currently allocate the available capacity of each school to pending new development lots based on the measurement of 110% of State Rated Capacity. In order to obtain allocations, capacity must be available in each of the three schools (elementary, middle, and high school) that students generated by the particular subdivision would attend. A school allocation granting is restricted by the most limited school capacity among the three schools serving the proposed community. While the overall student population in the County had been declining slightly from 2011 through 2015, the total school attendance has been on the rise since then, including an increase of almost 500 students in 2017. In particular, the Elementary school level has experienced a steady increase in population, warranting an expansion of capacity by the planned construction of a new Elementary School in the Waldorf area.

Consistent with the rules of the Charles County Adequate Public Facilities Manual, the County Commissioners utilized the capacity of the new Billingsley Elementary School in the calculation of available school seats for development projects in the 2017 School Allocation Cycle. The subject rules allow the capacity of planned and funded new schools to be counted and allocated within the 18 months prior to the opening of the new school facility. During this allocation cycle, the added capacity of each elementary school was determined through the School Superintendent's Comprehensive Redistricting process.

With regard to funding the local share of school construction projects, a School Construction Excise Tax is collected from the homeowner of each new home via their property tax bill. Since the enactment of the Charles County Excise Tax in 2003, the calculation was based on the Producer Price Index, which was not keeping pace with the actual cost of school construction. In 2015, the Maryland General Assembly passed a revision to the Charles County Excise Tax Legislation to tie the calculation of the Excise Tax to the "State's Per Square Foot Cost of School Construction," ensuring the tax assessment keeps pace with the costs incurred by the County. The Fiscal Year 2018 Excise Tax assessed for a single-family dwelling is \$16,838, which is amortized over a 10-year period in the property tax bill.

Name and Location of Infrastructure Restrictions within Priority Funding Area

Infrastructure Restriction: Zekiah Sewer Pump Station

The Zekiah Sewer Pump Station reached its maximum functional capacity in 2012, which prompted the County to take certain actions in 2013. Development activity within the north-eastern quadrant of Waldorf has fulfilled the capacity of the sewer infrastructure serving the area between MD 5 (Mattawoman–Beantown Road) to the east, US 301 (Crain Highway) to the west, Acton Lane to the north, and MD 5 Business (Leonardtown Road) to the south. The Zekiah Pump Station was determined to be the most limiting factor with the Waldorf Urban Redevelopment Corrdior (WURC) area. The County completed the Infrastructure Analysis and Phase I Development Plan in late 2012, which determined the necessary infrastructure-related incentives to create a catalyst for the redevelopment of this area of Waldorf. Among several water and wastewater improvements found to be essential to kick-start this initiative, the complete

replacement of the pump station and associated sewer lines was illustrated as a priority. It was also noted that this sewer infrastructure capacity restriction would prohibit even small-scale projects from moving forward, with the exception of projects that were previously approved and accounted for in the final flow calculations of the pump station capacity. To address this restriction, the County Commissioners approved the capital projects to replace the pump station and the associated sewer infrastructure.

<u>Infrastructure Restriction: St. Mark's and Route 5 Pump Stations</u>

The County Commissioners also authorized upgrades to the near-by St. Mark's and Route 5 pump stations to divert a significant portion of the Zekiah flows, providing more immediate relief and a potential lift of the development limitations. The St. Mark's Pump Station replacement is scheduled to be completed in late 2018, allowing the re-routing of sewer flows from the Route 5 Pump Station to begin. Once completed and operational, development activity may resume in this area of Waldorf.

Infrastructure Changes

The Charles County Capital Improvements Division of the Department of Public Works completed numerous infrastructure enhancements in 2017. These projects included roadway improvements, water and sewer improvements, and stormwater and drainage improvements associated with the County's National Pollutant Discharge Elimination System (NPDES) Stormwater Permit. Specific projects are as follows:

Water/Sewer Projects

• Bryans Road Well No. 7 - Waterline Extension

Transportation/Drainage Projects

- Middletown Road (Rectangular Rapid Flashing Units) RRFB
- McDaniel Road (Rectangular Rapid Flashing Units) RRFB

Other Infrastructure

- NPDES Temi Drive Watershed Restoration Project (submerged gravel wetland installation)
- NPDES Potomac Heights (stormwater improvements)
- NPDES Charles County Plaza (submerged gravel wetland restoration project)
- Pinefield Community Drainage Improvements Phase 1 (Removal of 2,824 tons of sediment)
- Charles County Landfill Cell #2B & 3B Expansion

New Schools or Additions to Schools

The County Government and Board of Education began working together on Elementary School No. 22 in 2014. The property was purchased in 2015 to build a new elementary school on Billingsley Road, west of US 301, to address the capacity needs in the area. Construction progressed through 2017 and is scheduled to be completed in late 2018. The new school will be open to students in the fall of 2019.

The Board of Education also initiated a 200-seat addition on the Dr. Samuel A. Mudd Elementary School within the St. Charles community in eastern Waldorf in 2017. Both the additional capacity at Mudd Elementary as well as the new Billingsley Elementary School were incorporated into the Comprehensive School Redistricting process that was completed in 2017, and subsequently adopted by the School Superintendent. This elementary school redistricting process was done to balance the capacity surplus and shortages throughout the County in tandem with the allocation of additional capacity provided by the new school and school additions.

Growth Trends

In order to understand growth trends in Charles County, it is important to consider that there are a number of factors that come into play. Charles County is part of the growing Washington DC Metropolitan region; and market conditions in this region affect how the County grows. These market desires for housing type and economic conditions greatly impact what type of development occurs and when.

While market conditions will always play a role, growth is also affected by current policies and regulations that are in place. In 2012, as part of the Sustainable Growth and Agricultural Preservation Act, a Tier Map was adopted countywide that restricts growth in the rural areas of the county to minor subdivisions. In 2016, the Comprehensive Plan was updated, which now calls for a target growth rate of approximately 1 percent, or less, per year. It is still too early to fully measure the effect that the 2016 Comprehensive Plan will have on growth in Charles County. It should also be noted that it will take years to implement the recommendations of the Comprehensive Plan, which will involve changes to zoning, as well as to current policies and regulations.

When considering growth in Charles County, and especially in the Development District, St. Charles accounts for a significant portion of development approvals. The Zoning Indenture known as Docket #90 authorized the Planned Unit Development (PUD) of St. Charles. Through village master plans, St. Charles is allowed to build more than 20,000 units including single-family homes, townhouses, and apartments. There are approximately 7,000 remaining units to be platted. In 2017, final plat approvals in the St. Charles PUD accounted for 39 percent of the final plats approved inside the PFA, and 24 percent of the total final plat approvals.

According to Figure 15 below, the population of Charles County is steadily increasing. While it may appear on the surface that the County is growing rapidly, the average annual rate of growth has decreased over the last several decades. Between 1970 and 1980, the growth rate was 4.32 percent. The growth rate between 1980 and 1990 decreased to 3.35 percent. Between 1990 and 2000, the growth rate dropped again to 1.8 percent, but did not change much between 2000 and 2010 at 2 percent. The population growth rate between 2010 and 2017 was 1.18 percent, which is a reduction of more than 3 percent since the decade between 1970 and 1980.

Figure 15: Estimated Population Growth in Charles County since 1970

Estimated Population Growth in Charles County 180000 160000 140000 120000 100000 80000 60000 40000 20000 0

Source: U.S. Census Bureau Population Estimates

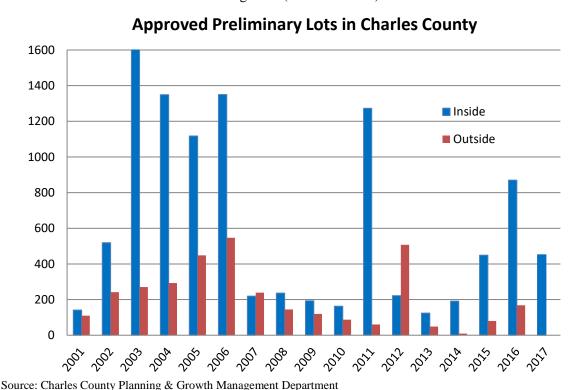
While population is one way to look at growth, there are other factors to consider that will have a direct effect on growth such as the approval of preliminary subdivision plans, final subdivision plats, and building permits. It should be noted, however, that preliminary subdivision plans should only be considered as an indicator of potential growth as they may not be built for several years, and some preliminary plans are voided before moving to the final plat stage. The recordation of final plat lots and the issuance of building permits signifies actual growth. Trends for each of these will be considered in the following pages.

Preliminary Subdivision Plans

Preliminary subdivision plans are required for projects with more than 7 proposed lots. As noted previously, preliminary plans that are approved can take years to be built, or they may be voided for a number of reasons. Therefore, while it is important to consider preliminary plan trends for forecasting purposes, final plats and building permits are a more accurate form of measurement in the grand scheme of development in Charles County.

By looking at trends for preliminary plans since 2001 in Figure 16 below, there were only two years since 2001 in which there were more lots approved outside of the Development District or PFA than inside. In fact, there were no preliminary plan lots approved outside the PFA in 2017. The beginning of the mortgage and financial crisis in the United Sates that impacted development overall began in 2007. While 2011 was an anomaly, preliminary plan approvals have been down since the beginning of the financial crisis, but the trend of more lots approved inside the Priority Funding Area is continuing. It should also be noted that there was an increase in preliminary lot approvals in 2016 as the Sustainable Growth and Agricultural Preservation Act of 2012 required that preliminary plans in the pipeline be approved by October 1, 2016 in order to be grandfathered. Further, with the adoption of the tier map in 2012, there have been less preliminary plans in general, especially in the rural areas.

Figure 16: Approved Preliminary Lots Inside and Outside of the Development District (2001-2015) and Priority Funding Area (2016 and 2017)

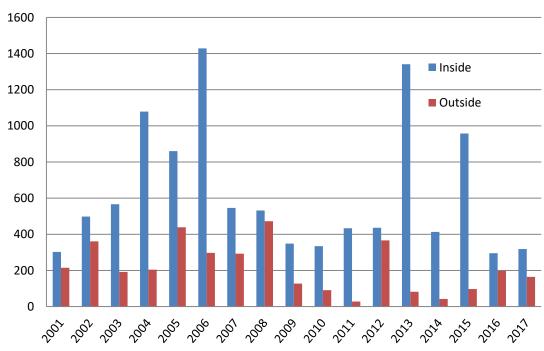


Final Plats

In looking at trends for final plats in Charles County since 2001 in Figure 17 below, it should be noted that more final plat lots are being recorded inside of the Development District/Priority Funding Area than outside overall. With the exception of 2013 and 2015, there has been a decline in approvals of final plat lots since the mortgage and financial crisis that began in 2007/2008. However, with the housing market slowly improving around the country, there will likely be an increase in final plat lot approvals over the next few years, but approvals should primarily be located within the Priority Funding Area based on the location of preliminary plan approvals over the last five to seven years. Final plat approvals should also remain steady in the Development District/Priority Funding Area for the next few years as St. Charles continues to plat lots in the PUD. It can also be observed that the County Commissioners changed the policy on school allocations in 2016 and allowed for a mild increase in recorded lots in 2016 and 2017. Since each lot/unit that is receiving a school allocation is required to be recorded in the land records, the increase in available school allocations allowed for some increase in recorded lots in districts that had available capacity at receiving schools.

Figure 17: Number of Final Plat Lots Approved Inside and Outside of the Development District (2001-2015) and Priority Funding Area (2016 and 2017)⁷

Approved Final Plat Lots in Charles County



Source: Charles County Planning & Growth Management Department

⁷ Final plat lot numbers in Figure 6 include apartment and multi-family (duplex, triplex, quadriplex) units, if applicable. Apartment units are not counted as individual lots on final plats; therefore, this information was extracted from building permit data and added to the appropriate plat year in Figures 5 and 6. In 2017, there were no building permits approved for apartment units.

Building Permits

Building permit data is very important to track as it represents actual development that may have been in process for many years. Figure 18 below shows the distribution of building permits over the last 50 years. Between 1981 and 1986 there was a significant building boom in the county, with 1985 being the year with the highest number of building permit approvals since 1968 at almost 1,700 permits. The fifty-year building permit average is 928 permits per year. However, the average number of residential building permits approved in the last ten years is 774.

An analysis of building permits since 1968 shows that the average annual growth rate over this 50-year period is 3.25 percent. This growth rate is understandable when considering that there were several years since 1968 where more than 1,000 building permits were approved, especially during the 1980's. However, the average annual growth rate over the last ten years between 2008 and 2017 is 1.45 percent. Further, the average annual growth rate for 2017 is 1.16 percent.

Figure 18: Charles County Residential Building Permits since 1968

Source: Charles County Planning & Growth Management Department

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Figure 19 below shows the ten-year trend for Charles County residential building permits. Similarly, Figure 20 below shows the distribution of building permits by housing type since 2008. Single-family dwellings and townhome approvals have been fairly consistent over the last ten years. Apartment approvals have increased when there is a market demand for this housing type. There has not been a huge market-driven demand for duplex/triplex/quadraplex units in general.

Figure 19: Charles County Residential Building Permits

	8			Duplex/Triplex/	
	SFD's	Townhomes	Apartments	Quadraplex	Total
2008	377	9	266	0	652
2009	363	153	184	0	700
2010	497	3	0	20	520
2011	432	135	120	4	691
2012	474	169	0	0	643
2013	484	217	505	0	1,206
2014	471	259	0	0	730
2015	527	293	288	0	1,108
2016	497	251	72	10	830
2017	479 (72%)	187 (28%)	0	0	666
Total	4,601	1,676	1,435	34	7,746

Figure 20: Charles County Residential Building Permits by Housing Types

Building Permits by Housing Type in Charles County



Source: Charles County Planning & Growth Management Department

School Enrollment

A key indicator of the impact of residential growth on public facilities is the effect on student population in the public schools. This indicator is a good way to measure how the increase in residential dwelling units translates into a secondary impact on the services provided by the state and local governments. Since 2008, Charles County has experienced a 12 percent increase in residential dwelling units. However, the overall growth in the public school population has been relatively flat according to Figure 21 below. Total student enrollment in 2008 was 26,289 students versus a total enrollment of 26,544 in 2018. This equates to less than 1 percent growth in enrollment over 11 years. Elementary school growth has been the strongest with an increase of 10 percent, while middle school has declined by 1 percent, and high school has declined 9 percent over the same time period. It can be expected that the general increase in population at the elementary school level will move on to the middle and high school levels, but the general lack of overall growth in total school enrollment over the last 11 years clearly shows an easing of growth in the County.

School Enrollment History in Charles County 14,000 12,000 10.000 8,000 6,000 4,000 2,000 0 2008 2009 2013 2014 2015 2016 2010 2011 2012 2017 2018 Elementary — Middle — High

Figure 21: Charles County School Enrollment History

Source: Charles County Planning & Growth Management Department

What does this all mean?

When looking at growth in Charles County, there are multiple indicators to consider. Previous Planning Commission Annual Reports have calculated the average annual growth rate strictly on population estimates provided by the Census Bureau. The Comprehensive Plan also calculates the average annual growth rate based on Census estimated population data. When the Census Bureau updates their population estimates, they use current data on deaths, births, and migration. For the 2017 Annual Report, staff took a new approach of looking at actual residential development approvals, and specifically building permits, as a way of considering the average annual rate of growth. Unlike population data, building permit approvals reflect actual development on the ground, which is a direct result of economic market conditions, as well as current policies and regulations that are in place. The average annual growth rate for population for 2017 is 1.44 percent. In comparison, the average annual growth rate for building permits is 1.16 percent.

It is important to note that building permit data does not include information on the number of persons per household. According to the 2016 Comprehensive Plan, new households added during 2010 and 2020 will have 2.35 people, on average. It is further projected that households added between 2030 and 2040 will have 2.22 people, on average. While building permit data does not capture how many people will be living in new households that are built in the county, this is a more accurate way to capture actual residential growth in Charles County in any given year, which is also driven by economic market trends, as well as current policies and regulations. Further, it is important to point out that school enrollment figures have remained relatively constant at less than 1 percent over 11 years, and this trend is expected to continue.

Due to the significant changes made by the 2016 Comprehensive Plan, including downzoning measures to protect the County's natural resources, and increasing the size of the Priority Preservation Areas, it is anticipated that the rate of growth will be slowed to 1 percent or less in the future. Data from final plats, building permits, and school enrollment provide a more accurate indication of growth and development trends. These measures would appear to reflect a steady or declining rate of growth.

Conclusions and Recommendations

Due to the significant changes made in the 2016 Comprehensive Plan, and the fact that 65 percent of the County is mapped as Tier IV and limited to minor subdivisions, it is anticipated that the growth rate will be slowed to a 1 percent or less rate of growth per year. Further, growth control mechanisms, especially zoning, water and sewer policies, and adequate public facility regulations, will likely continue to result in 70 to 75 percent of new growth occurring in the Development District and the incorporated towns.

Consistency with Comprehensive Plan

One of the 2016 Comprehensive Plan goals is to direct 75 percent of future residential growth to the Development District and to the Towns of Indian Head and La Plata as these areas will provide infrastructure to support growth, including water and sewer, schools and roads. As noted previously, the 2016 Comprehensive Plan reduced the size of the Development District from 52,000 acres to 22,189 acres for a total reduction of 30,011 acres.

Figure 22 below demonstrates how Charles County's development activity is generally consistent with the 2016 Comprehensive Plan goals. It is important to note that local market conditions, including the Washington DC market, influence housing availability and price in Charles County. The Planning Division is working with the American Planning Association's Community Planning Action Team to study the best way to comply with housing goals and the direction of the Comprehensive Plan.

Figure 22: Development Consistency with Comprehensive Plan Goals

	Comprehensive Plan Goals	2017	5-Year Average	10-Year Average
% Preliminary Plan Lots Inside Development District/PFA:	75%	100%	87%	77%
% Final Plat Lots Inside Development District/PFA:	75%	66%	85%	76%
Housing: Single Family	80%	72%	54%	58%
Housing: Townhomes	15%	28%	27%	24%
Housing: Apartments	5%	0%	19%	18%

In 2017, the County exceeded its target development goal with 100 percent of the total preliminary plan lots being located inside the Development District/PFA. An analysis of preliminary plan lots inside the Development District/PFA from 2008 through 2017 demonstrates that the County is generally consistent with Comprehensive Plan goals, averaging 77 percent over the ten-year period.

In 2017, 66 percent of the final plat lots were located inside the Development District/PFA; however, an analysis of final plat lots inside the Development District/PFA from 2008 through 2017 demonstrates that the County is consistent with Comprehensive Plan goals, averaging 76 percent over the ten-year period.

The 2016 Comprehensive Plan identifies a goal for housing mix of approximately 80 percent single-family detached units, 15 percent townhouses and condominiums, and 5 percent apartments. Therefore, using building permit data as an indicator, in 2017 the County was generally consistent with the goal for single-family detached dwellings, but exceeded the goal for townhouses. Further, the County was well below the goal for apartments. It is too early to measure the effect that the 2016 Comprehensive Plan will have on growth in Charles County as it will take years to implement the recommendations, which will involve changes to zoning, as well as to current policies and regulations. The economic market will always play a strong role in driving the demand for housing types as well.

Per the state Smart, Green and Growing legislation, jurisdictions are to establish a goal toward increasing the percentage of growth within their PFAs while decreasing the percentage of growth outside. Priority Funding Areas are existing communities and places where State and local governments want to target their efforts to encourage and support economic development and new growth. Further, these locations are also where local governments want State investment to support future growth. The 2017 Annual Report map in the appendix includes the Priority Funding Areas.

The current growth policy of Charles County is aligned with the principles of the State legislation by encouraging, as a matter of policy, the majority of development into the Development District and the PFAs. Charles County has been supporting smart growth as a policy and concept as reflected in the Planned Unit Development (PUD) of St. Charles Communities for well over three decades. Additionally, the County is committed to having 50 percent of its overall acreage in open space. Further, a large Priority Preservation Area has been established with an aggressive goal of preserving 80 percent of the remaining undeveloped land within these areas. The County's commitment to land preservation has resulted in over 1,000 acres protected annually in both 2016 and 2017. The same will likely hold true for calendar year 2018.

Currently, the trend lines indicate development is within the level of tolerance. If, in the coming years, development trends do not continue in this manner, then policies can be re-evaluated by the Planning Commission to determine if changes are necessary.

Appendix

- 1) Development Activity Map with Priority Funding Areas
- 2) Land Use Map from the Comprehensive Plan
- 3) Protected Lands Map
- 4) Tier Map
- 5) Priority Preservation Areas Map

IMPORTANT PLEASE NOTE: All publications located within the Planning and Growth Management section of the web site are believed to be accurate as of their posting date. However, they may not be accurate on the day you view them. To verify whether these documents are the most current official document, please contact the division associated with the document in question.

PLANNING COMMISSION OF CHARLES COUNTY, MARYLAND

BE IT RESOLVED, this 19th day of November, 2018, by the Planning Commission of Charles County that the document consisting of text, maps, and charts, entitled "2017 Planning Commission Annual Report" and dated September 2018, is hereby adopted in accordance with the Land Use Article of the Annotated Code of Maryland.

CHARLES COUNTY PLANNING COMMISSION

CHARLES COUNTY, MARYLAND

Angela Sherard, Chairman	Gilbert (Buddy) Bowling, Jr., Vice Chairman
Not Available Rosemin Daya	Not Available Wayne Magoon
Not Available Vicki Marckel	Nancy Schertler
Kuhmol Viola	Λ_{Ω}

Rick Viohl

Melissa Hively, Clerk

